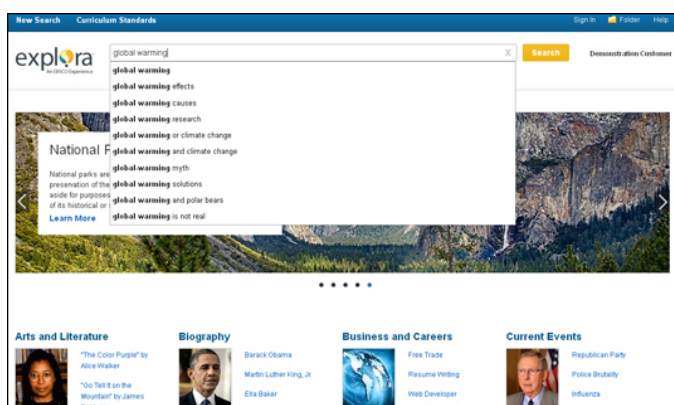


Explora - Basic Search

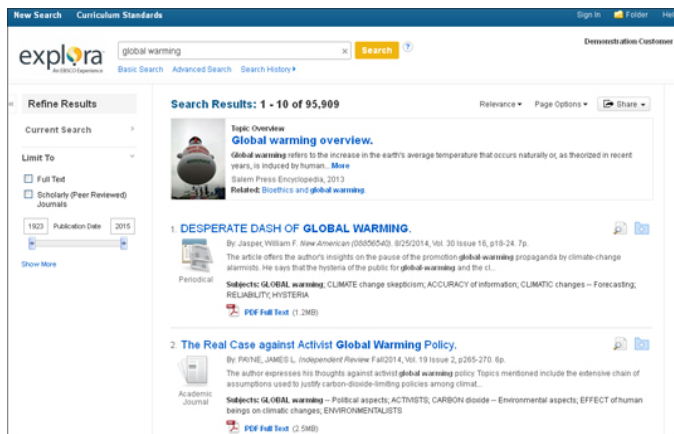
From the *Explora* home screen, you can quickly search for the information you need to complete research and classroom assignments.

To create a Basic Search:

1. Enter your search terms in the search box on the home screen. The Autocomplete feature will anticipate your search terms, so even if you misspell a term, relevant results will appear in the drop-down menu.



2. Click the **Search** button. The Result List displays.



3. Click on the title to view the article details screen, or click the full-text link to view the complete article. Hover your cursor over the preview



icon to view article details, or click the folder





icon to save the article to your personal folder.

Notes:

- The search field is displayed above the result list. Your search terms, limiters, and expanders are retained.
- To revise your search, you can apply the limiters under **Refine Results**. Click the **Show More** link to view all available limiters and expanders.
- If you click the **Explora logo**, you are returned to the Home Page with your search terms *cleared* and search parameters *reset*.
- If you click the **Advanced Search** link, you are taken to the Advanced Search Screen with your search terms *carried forward*.

